

City of Chattanooga, TN
Personnel Class Specification

Class code 0419

FLSA: Non-Exempt

CLASSIFICATION TITLE: ZOOKEEPER, SENIOR

PURPOSE OF CLASSIFICATION

The purpose of this classification is to serve as lead worker in coordinating and monitoring animal care activities, to perform the duties of a zookeeper, and to perform administrative duties as assigned.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Serves as lead worker by assisting workers in completing assigned job duties, monitoring work to ensure compliance with established policies, and training and instructing staff in new procedures.

Sets work schedule for zoo staff and makes adjustments to accommodate absences and workload changes; completes payroll attendance records.

Maintains and monitors inventory levels of animal food, landscaping and cage materials, medicines; reorders and restocks inventories as needed; checks accuracy of shipments against purchase orders; completes inventory reports.

Develops or revises standard zookeeper forms and reports as directed by supervisors.

Reviews keeper reports, maintenance alert reports and animal alert reports on daily basis; notifies supervisors of problems and issues requiring immediate action and attention; processes and files reports.

Coordinates husbandry and animal care duties as assigned by supervisors.

Provides nutritional needs of the animals by cleaning food bowls, preparing and maintaining diets, and providing food and water.

Monitors the behavior of assigned animals and inspects them based on established maintenance schedules; prepares and distributes enrichment items; completes daily charts noting health and maintenance needs of animals.

Performs routine medical care for animals including providing first aid care, administering medications, and assisting the veterinarian with medical treatments and procedures, and caring for and releasing rehabilitation animals.

Maintains exhibits; duties include cleaning, washing, and disinfecting cages and exhibit yards; raking and filling with lime; maintaining fresh substrate; changing papers and shavings; trimming and sawing brush, trees and limbs; checking security of exhibits.

Interacts with visitors at exhibit sites; answers questions; enforces zoo policies; monitors safety of visitors.

Assists in building and maintaining exhibits; paints exhibits; plants landscaping materials; installs tree branches and perches; performs masonry and concrete work in making artificial rocks.

Maintains grounds and public areas; duties include cleaning public areas, picking up litter, using blower to clean sidewalks, collecting trash, planting shrubs and flowers, mulching and weeding flower beds, mowing grass.

Assists staff in preparing for special events and promotional activities.

Schedules and conducts educational programs at zoo; handles and displays animals; monitors presentations to ensure safety of animals and visitors; answers questions and provides information; distributes brochures and handouts.

Performs all other duties of a zookeeper.

ADDITIONAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by college level course work or vocational training in biology, psychology, or related field; supplemented by 5 to 11 months required previous experience and/or training as a zookeeper; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Tennessee driver's license.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to start, stop, operate and monitor the functioning of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, toxic agents, violence, disease, or pathogenic substances.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.